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## **CAB Information Memorandum CASA Policy #1: Clarifications and Updates**

**Date Issued:** December 1, 2015

The CASA Program P&P Manual has been updated on ICAB's Staff Home page. The newest updates are identified in red for your review and are noted in this summary with item section references.

<b>Item</b>	<b>Update or Clarification CASA Policies and Procedures</b>
CASA Transitioning Youth Appendix	Adds Appendix #1 to the CASA Policies and Procedures Manual regarding the Specialized Advocate-Mentor Transitioning Youth CASA Program.
Court Report Clarification: Page 13 in Advocate P&P Page 25 in Program P&P	Adds language to Iowa CASA Advocate and Program P&P manuals to meet National CASA Local Program standards. A court report shall be submitted for each hearing. If an Advocate has been assigned less than six weeks, discretion on whether to provide a report is left to the discretion of the Local Coordinator.
Case Closure/ retaining a relationship with the child/family: Page 15 in Advocate P&P Page 27 in Program P&P	Adds language to Iowa CASA Advocate and Program P&P manuals to allow Advocates to maintain contact with children and families if all parties agree. Adds resource #51, Case Closure, to explain expectations when an advocate maintains contact after case closure.
CASA Advocate Pledge CASA Coach Pledge	Adds resources # 49 CASA Advocate Pledge and #50 CASA Coach Pledge as resources to Iowa CASA Program P&P manual. Does not add policy around using the pledges at this time.

Policy & Procedure Committee Members: Amy Carpenter (Facilitator), Sherri Ripperger (State Office), Anne Christensen (W), Crystal Engstrom (NE), Jennifer Gericke (SE), Kevin Schnoebelen (SC), Jim Hennessey (ICAB Administrator); Shirley Hoefer (Deputy PA, FCRB)